

DIVISION OF CUSTOMER SERVICES
CENTER FOR PROFESSIONAL BOARDS AND COMMISSIONS
RHODE ISLAND STATE BOARD OF LICENSED MASSAGE THERAPISTS

3 CAPITOL HILL
CONFERENCE ROOM 104
PROVIDENCE, RHODE ISLAND

Wednesday, March 30, 2016
8:32 a.m.

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Catherine Davis
John Balletto (Chair)
Lynn Garvey
Michelle Russo

BOARD MEMBERS NOT IN ATTENDANCE

N/A

STAFF MEMBERS IN ATTENDANCE

Alana Rodriguez, Board Manager
Donna Valletta, Board Manager

1. Establishment of a quorum

A meeting of the Rhode Island State Board of Licensed Massage Therapists was held on Wednesday, March 30, 2016 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 8:32 a.m. on a motion by Lynn Garvey and seconded by John Balletto. Motion carried.

2. Board Manager Report

a. Introductions

Ms. Rodriguez introduced herself to the Board. The Board each gave a introduction of themselves and a brief background.

b. Board Member packets

The Board was given copies of the Statute, Rules and Regulations, Open Meetings Act and licensure application.

c. Board Responsibilities

Per the Statute Ms. Rodriguez discussed the powers and the duties of the board and the board's composition. Per the Statute Alana informed the board that an annual report is to be created and presented to the Governor.

d. Confidentiality Agreement

Each board member filled out the *Confidentiality Agreement*.

e. 2016 Board Meeting calendar

Alana updated the board on the remaining meeting dates for 2016. The dates are June 22, September 20 and December 6. All meetings are scheduled for 8:30 a.m. and are held in Room 104.

f. Application Review Process

Ms. Rodriguez briefly described the intake process of applications and updated the Board on the Director of Health's decision to grant the authority to the Department to approve license applications. Disqualifying credentials will be brought before the board for review and recommendation. The Board agreed that applicants w/ criminal history and/or disqualifying credentials are to be presented to the board.

g. Licensee Information

Ms. Rodriguez informed the board that there are currently 1,117 active massage therapists in the state. Since January 1, 2015 to present, the Department has licensed 109 massage therapists.

h. Complaint Process

An overview of the intake complaint process was presented to the Board. The Board was informed of their duties reviewing a complaint and recommending disciplinary actions.

i. Board Chair election

Per the Statute a chairman must be elected. The board unanimously voted John Balleto as the chairman.

3. Pending Legislation

- a. The Board discussed the proposed legislation on the House Bill 7007 and Senate Bill 2699 and expressed concerns. The Board provided an overview of what the Bill entails and its impact to the massage therapy profession.

4. New Business

- a. Per the Statute Alana discussed the board's duties to establish requirements for continuing education. This matter will be further discussed at the next scheduled board meeting.

5. Motion to adjourn to Closed Session

Motion was made by Michelle Russo and seconded by John Balleto to adjourn to Closed Session at 9:50 a.m. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

6. Motion to return to Open Session

Motion was made by Michelle Russo and seconded by John Balletto at 11:15 a.m. to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

7. Final Actions on all votes taken in Closed Session

- The Board reviewed and approved (1) application and denied (1) application; and proposed action on (1) case.

8. Adjournment

The next Rhode Island State Board of Licensed Massage Therapists meeting will be held June 22, 2016 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. Motion was made by Michelle Russo and seconded by John Balletto to adjourn at 11:16 a.m. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Alana Rodriguez", with a stylized flourish at the end.

Alana Rodriguez
Board Manager
Center for Professional Boards and Commissions